

BOARD OF HEALTH
Bangs Community Center: Glass Room
Minutes

November 18, 2010

BOH Members: David Ahlfeld, Maria Bulzacchelli, Nancy Gilbert, David Kaufman

Staff: Julie Federman, Pamela Field-Sadler

Other: Jennifer Brown - Amherst Resident, John Boothroyd – Amherst resident,
Robert Fitz – Amherst resident

Meeting opened at 7:02 p.m.

- A. Chairman Ahlfeld welcomed Jennifer Brown to the meeting; Ms. Brown has expressed interest in filling the vacant position on the Board of Health (BOH.) Chairman Ahlfeld informed the BOH that John Boothroyd has requested to address the BOH regarding the Butternut Farms Housing Project. Chairman Ahlfeld will provide an opportunity to Mr. Boothroyd during the **New Business** portion of the meeting.

I. Review & Receive

A. Meeting Minutes

- 1. Meeting Minutes from October 26, 2010 – **Approved**

II. New Business

B. Review: *Amherst Board of Health Regulations for Private Wells*

Chairman Ahlfeld reported he has reviewed the *Amherst Board of Health Regulations for Private Wells* adopted in October 2008. Chairman Ahlfeld explained he had played a lead role in the development of the regulations, and the intention of the regulations was to protect public health by ensuring that private wells designed for the purpose of supplying human drinking water are constructed safely. Chairman Ahlfeld suggested the Board of Health (BOH) amend the regulations to clarify the exemption of agricultural wells. The BOH discussed the prospect of developing a cost free registration requirement for agricultural wells for the purpose of tracking where all private wells in Amherst are located. Ms. Federman will consult with Department of Environmental Protection (DEP) and the Amherst Department of Public Works Director for their professional opinion on this matter, and then communicate this information to Chairman Ahlfeld. Ms. Field-Sadler will forward the electronic copy of the current regulations to Chairman Ahlfeld who will, if needed, draft amendments to the regulations for the BOH to review at their next meeting.

C. Butternut Farms Housing Project

John Boothroyd, resident of 22 Longmeadow Drive, in attendance.

Mr. Boothroyd, an abutter to the Butternut Farms Housing Project located at 12 Longmeadow Drive, addressed the Board of Health (BOH) sharing concerns regarding the Butternut Farms Housing Project. Mr. Boothroyd is of the opinion that the levels of arsenic and lead contaminants found to be present in on-site project soil are dangerously high; the completed soil testing

was insufficient and limited to certain areas; and the assessment plan for clean-up of the contaminated areas is not being adhered to adequately by the developer. Mr. Boothroyd stated after a Public Hearing of the Zoning Board of Appeals (ZBA) on this matter, the ZBA determined the issue of contaminated site soil was not within their jurisdiction and referred the matter to the BOH by written correspondence. The BOH understands Town Counsel has determined the Department of Environmental Protection (DEP) is responsible to oversee and monitor the building site. Mr. Boothroyd requested the BOH place the Butternut Farms Housing Project on the agenda for their next meeting. The BOH agreed to Mr. Boothroyd's request and informed Mr. Boothroyd all BOH meetings are open to the public. The BOH would like clarification regarding who has the authority over this matter, and if the contaminated soil poses a significant health problem. Prior to the next meeting, Ms. Federman will compile and forward documents regarding this matter to the BOH for review.

D. Farmers' Market

Mr. Kaufman explained he had read an article in the *Daily Hampshire Gazette* regarding the re-location of the Farmers' Market. Ms. Federman explained the re-location will be temporary while sidewalk construction is taking place. Ms. Federman further explained the Farmers' Market importance is appreciated by town departments, but the construction needs to take place. Ms. Federman will consult with Amherst Department of Public Works Director to ensure the temporary location will accommodate the Farmers' Market, as well as clarify the length of time needed to complete the construction.

E. Northampton Board of Health

Mr. Kaufman explained the Northampton Board of Health (BOH) is increasing in size and will now have five members instead of three. The structure of the Northampton Health Department differs from the Amherst Health Department; the Northampton Health Department reports directly to the Northampton BOH, however, this structure may change.

III. Old Business

A. Board of Health Member Recruitment

Amherst resident Jennifer Brown in attendance.

The Board of Health (BOH) members introduced themselves to Ms. Brown who has indicated an interest in the vacant BOH position. Ms. Brown is a registered nurse who is currently working toward a doctorate degree in Public Health at the University of Massachusetts (UMass.) The BOH provided information regarding member commitment and expectations, and the appointment process. Ms. Brown has completed a Citizen Activity Form on the town website. Ms. Federman will contact the Town Manager to request he schedule an interview with Ms. Brown.

B. *Regulations of the Amherst Board of Health Tobacco Sales Permits and Sale of Tobacco Products to Minors*

The Board of Health (BOH) reviewed the *Regulations of the Amherst Board of Health Tobacco Sales Permits and Sale of Tobacco Products to Minors* with requested amendments.

Mr. Kaufman made the motion, seconded by Ms. Gilbert, to accept the *Regulations of the Amherst Board of Health Tobacco Sales Permits and Sale of Tobacco Products to Minors* as amended to become effective January 1, 2011. **Vote:** Unanimous

The BOH signed two copies of the amended *Regulations of the Amherst Board of Health Tobacco Sales Permits and Sale of Tobacco Products to Minors*.

C. Smoking Disclosure Regulation: Smoking Policy Disclosure Template Draft

The Board of Health (BOH) members reviewed the draft Smoking Policy Disclosure template. The following modifications were suggested:

1. Add the word “Model” to the document title
2. Include the language: Floor Plan Not Required in first and last line of the Smoking Policy section
3. Add space for four renters to initial, sign and date in the Acknowledgement and Signatures section

Ms. Field-Sadler will make the suggested modifications and forward the updated draft document to the BOH for review.

Ms. Gilbert shared that she had attended two presentations addressing smoking at the American Public Health Association (APHA) meeting which she found informative. Ms. Gilbert reported the *Healthy People 2020* objectives will be released soon.

IV. Health Director’s Report

A. Vision 20/20

Having received funds through Vision 20/20, the Amherst and Belchertown Fire Departments are partnering to provide smoke detectors and fire prevention education to the community. The Amherst Health Department’s Cambodian Outreach Worker will work with the Fire Departments to provide fire prevention education through a home visit approach. An advertising campaign is being planned, including ads on buses and pizza boxes, as well as radio announcements, encouraging community members to schedule a home visit.

B. Farmers’ Market

Ms. Federman has been engaged in discussions with Social Justice Grant Coordinator Leslie Saulsberry regarding market patron’s use of food stamps by using an Electronic Benefits Transfer (EBT) card. The Social Justice grant will be ending in December 2010 and Ms. Saulsberry may have money available to fund several machines needed in order to process EBT card charges.

C. MUNIS

Currently the Health Department uses MUNIS, the town wide operating system, for issuing permits and licenses. Using the MUNIS system ensures consistency among town departments in recording and accessing data. The Health Department will be participating in training to expand their use of MUNIS tools to record inspection information.

D. Massachusetts Housing Inspector Training Program

Ms. Federman and Assistant Sanitarian Javeria Mir have completed the three day classroom instruction period and the written examination for the Massachusetts Housing Inspector Training Program. In February 2011, Ms. Federman and Ms. Mir will be required to complete five inspections in a special audit house in order to complete the certification process.

E. Massachusetts Department of Public Health Funds

Every year for the past seven years, the Amherst Health Department has received small allocations of funds from the Massachusetts Department of Public Health (MDPH) to be used to support emergency planning efforts. The state has remaining H1N1 Influenza (H1N1) funds; Ms. Federman has been notified the Amherst Health Department will receive approximately \$26,000 of the surplus H1N1 funds. The money will need to be spent by July 1, 2010 and fit specific purchase criteria. Ms. Federman will be meeting with Amherst Fire Chief Tim Nelson to discuss emergency planning needs of the town.

F. Public Health Districts

Ms. Federman explained the state is expected to release a Request for Responses (RFR) for the purpose of forming public health districts in Massachusetts; proposals will need to be submitted by January 2011. Grant funds of \$150,000 for five years will be rewarded to six applicants. Ms. Federman has participated in discussions exploring the anticipated RFR at local meetings, and reported the Town Manager supports Amherst partnering with Northampton to explore creating a larger Health District.

G. Butternut Farms Housing Project

Ms. Federman reiterated the Butternut Farms Housing Project will be placed on the Board of Health (BOH) meeting agenda for next month. Ms. Federman will forward a letter sent to prior Health Director Epi Bodhi from the Zoning Board of Appeals (ZBA) regarding the project to the BOH members. The BOH complimented Ms. Federman's poise in addressing Mr. Boothroyd's concerns.

V. Schedule Next Board of Health Meeting/Agenda Closing Date

A. The next Board of Health meeting is scheduled for December 16, 2010.

Ms. Gilbert requested the National Public Health Week be an agenda item for the December 16, 2010 meeting.

Meeting Adjourned: 9:10 p.m.

Pamela Field-Sadler, Management Assistant

Approved: 12/16/2010

Board of Health
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Meeting Document List

The following documents were available to the Board of Health during their scheduled meeting. These documents are available for review at the:

Amherst Health Department, 70 Boltwood Walk, Amherst, MA 01002

- Meeting Agenda
- Meeting Minutes: October 26, 2010 (draft)
- *Amherst Board of Health Regulations for Private Wells*
- Tobacco
 1. *Town of Amherst Regulation: Smoking Disclosure in Multi-Unit Rental Residences*
 1. Smoking Policy Template (draft)
 2. *Regulations of the Amherst Board of Health Tobacco Sales Permits and Sale of Tobacco Products to Minors* (amended)